



Faculty Leave Without Salary Policy (Unpaid Leave)

A leave without salary (unpaid leave) refers to any period during which Yeshiva University does not pay a faculty member's salary.

A leave with salary (paid leave) refers to any period during which a faculty member is not on campus and is unavailable for teaching, advising, or participating in campus activities while Yeshiva University continues to pay his/her salary. A separate set of policies will cover this leave.

Deans must keep records of any faculty member who is on leave, and report to the provost both at the time at which plans are made and each semester thereafter.

Leave without salary

A faculty member who wishes not to teach, advise, or participate in campus life in a given semester must apply to this/her dean for a leave of absence.

If a faculty member requesting an unpaid leave wishes to be resident at another university, conduct research, or take a temporary academic assignment elsewhere, the department chair and dean must approve before the dean takes this request to the provost.

The decision of the provost will be made in consultation with the dean and will be based on the needs of the university and the reasons provided by the faculty member and department chair.

Faculty members on unpaid leave will be responsible for payment of all premiums for medical, life, and long-term disability insurance plans in which they participate.

Faculty may remain on unpaid leave of absence for a period of no more than two years.

Tenure track faculty who are granted an unpaid leave of absence by the dean and provost may stop their tenure clock for a period of one year.

Faculty with multi-year contracts who are neither tenure track, nor tenured, who request an unpaid leave of absence because they are unable to continue to fulfill their responsibilities may be in breach of contract.

Exceptional Circumstances

With the dean's approval, faculty may consolidate annual teaching assignments into one semester if all other responsibilities of citizenship (advising, committee participation, etc.) will still be completed over the course of the academic year.

Effective January 2015